UMRA Board Meeting
25 May 2021, 11 AM
Zoom Meeting

1. Anecdotes
2. Review/approval of April board minutes
3. EC Draft Minutes
4. Treasurer's report.   Greg
5. Annual Meeting agenda and voting   Frank
6. Summer Programming   Jan
7. Campus Club Board Member   Frank, Jan
8. Posting UMRA Presentations   Will, Jerry
9. Committee Reports
    a. Program. Jan
    b. Workshops. Ron
    c. PDGR. John
    d. Communications and Outreach. Jean
    e. Social Activity and Travel. Cherie
    f. Membership.   John
    g. BOR Liaison. Jerry
    h. URVC. Erik
10. Annual Business Meeting Agenda
11. Other

Policy Title: Posting Videos and Slides from UMRA Presentations on Websites

Responsible Officer(s): Board of Directors, UMRA Liaison to

Date Reviewed: April 26, 2021; **Date Approved:** May 24, 2021

Background: UMRA began recording monthly forums in February 2019. Beginning in May 2020, UMRA started recording its monthly programs held via Zoom. These "Program Webcasts" are listed on UMRA's Monthly Meetings page and include a link to the recording. The recordings are posted on UMRA's *unlisted* YouTube channel. "Unlisted" means a person needs the UMRA link to access the recoding. It cannot be found without that link. However, the UMRA meetings page is accessible to the public, so program summaries and links can be found that way.

In contrast, the University of Minnesota Alumni Association (UMAA) lists its video collection on a YouTube channel *(Gold Mind)* which is open to the public and more widely viewed. UMAA has proposed adding UMRA videos to its *Gold Mind* site, making them more accessible to the public and joining another UM 18 colleges and units in doing so.

Policy Statement:

UMRA agrees to allow the posting of videos of UMRA's forum and other presentations on UMAA's *Gold Mind* YouTube site provided approval is granted by the person(s) presenting.

[See UMRA Liaison to UMAA Tool Kit for "Procedures to Guide Video Posting"]

Addition to UMRA Liaison to UMAA Tool Kit

Procedures to Guide Video Posting: *(These procedures may be changed as needed as long as they are consistent with the policy "Posting Videos and Slides from UMRA Presentations on Websites.")*

1. Current Process for UMRA Website: In all cases, presenters are asked for permission to post those videos (and slides) on the UMRA website during the practice session and it has been given.
2. Proposed Approach for Adding New UMRA Presentations to Gold Mind: UMRA's liaison to UMAA decides whether a presentation meets UMAA's general criteria that material should be "of interest to a broad alumni audience." . After the video has been posted on the UMRA website, complete with program summary, the liaison will do the following:
    *   Contact the UMRA program person who organized that presentation, asking them to contact the presenter for permission to post their presentation on *Gold Mind*. In some cases that permission was requested during the practice session.
    *   Supply the UMRA program person with the text of an email that addresses the recipient (presenter) by name and provides a link to their presentation. The email text will also briefly describe *Gold Mind* and why UMRA would like to offer their presentation to UMAA for wider distribution. Finally, it will ask the presenter if it is OK to make their video accessible through *Gold Mind.*
    *   Ask the UMRA program person to return a confirmation of approval. Those confirmations will be retained by the UMAA liaison.
    *   Submit the program to *Gold Mind* using their online form. Details of that form include:
        o   Nominator's name and email address: UMRA liaison details
        o   College/Department: UMRA
        o   Content Title: from UMRA video site
        o   Description of Content: "See description under UMRA video"
        o   Date of Event: From UMRA video
        o   Links: url of UMRA YouTube
        o   Social Media to Share: N/A
        o   Promotion Preferences: select *This is a recording to be added to Gold Mind*

3. This approach will also be used for older presentations.

4. **Date Approved: [**April 26, 2021**]**

These procedures were developed by UMRA's liaison to UMAA Will Craig with assistance from Kris Mortensen who has produced our videos and edited the program summaries. written by the UMRA program organizer.

(Draft) UMRA Board Meeting Minutes
Monday, April 26, 2021 11:00 a.m.
Zoom call-in

Present: John Bantle, Frank Cerra, Bill Donohue, Vern Cardwell, Gary Engstrand, Cathy Lee Gierke, Greg Hestness, Eric Hockert, Jean Kinsey, Jan McCulloch, Jan Morlock, Kris Mortensen, Claudia Parliament, Chip Peterson, Donna Peterson, Jerry Rinehart, Gloria Williams

1. Anecdotes

No one had any.

2. Review/approval of March Board Minutes

The minutes were approved unanimously.

3. EC Draft Minutes

In response to a question from Eric, Frank clarified the language about support for volunteers: The Executive Committee was discussing support for UMRA volunteers (editors, webmasters, etc.). The discussion did not pertain to the University Volunteer Retirement Center.

4. Treasurer's Report

Greg reviewed the two financial reports he had provided to the Board, one for the month of March and one for the third quarter of the fiscal year. For March, revenues were $880 and expenses were $2,239 (newsletter and annual insurance premium), for a net loss of $1,359. For the quarter, revenues totaled $4,535 (membership and sponsorship) and expenses totaled $4,404 (newsletter, insurance), for a net gain of $131.

Greg reported that after both he and his predecessor, Carl Adams, had written to the IRS about changing UMRA's fiscal year, he finally received a response in March explaining how to make the change. He will see that it gets done.

The financial reports were approved unanimously.

5. Voting at Annual Meeting

Frank observed that the UMRA annual meeting is next month (May 25 at noon); they are getting the polling to work. Virgil has solved many of the problems and they will do a trial run later in the week. After the trial run proves successful, he will send an email to the membership to give them a preview of the voting that will take place at the annual meeting. Bill commented that Virgil has done a marvelous job and he urged that any message go to the membership at least 10 days before the meeting.

6. Summer Programming

Jan reported that the Program Committee is looking at one all-member event each month. June would be a traditional webinar event; they have asked John Gordon (scheduled originally for October) if he could move to June 12 (that date is not firm). July would use the meeting format to stimulate more interaction, with a brief presentation followed by breakout rooms; the topic would be companion animal/human interaction. If that cannot work out, they have other options. August would be an in-person, outdoor, sheltered event, primarily social (with a trivia event), and they are looking at the Como Pavilion. Current MDH guidelines call for 50 or fewer at an outdoor event; that could change by August.

The plan is for a survey of members in July to measure their comfort level about UMRA members getting together; Ron Matross will lead that effort.

Gary said that the Campus Club is now allowed to have up to 100 people at an indoor event, which seems at variance with a limit of 50 at an outdoor event. Bill responded that the 50-person limit is what he learned 3-4 weeks ago and it may be that the guideline has changed.

On the topic of companion animals, Jan related that she recently had to put down her dog and learned that there are home veterinary services to put an animal down; she suggested information about those services be made available.

Bill asked if UMRA should allow those who are not vaccinated attend an August event. Frank responded that UMRA can suggest they not attend, and can say it prefers that they not do so, but it cannot ask if people have been vaccinated. There is a national argument about whether vaccination status is HIPPA-protected. Bill said UMRA could prohibit them from coming; Frank agreed but said UMRA cannot ask. Chip said the prohibition should be self-enforcing.

Donna offered her personal opinion that people may do things in August that they would not do in April. She will go places where there is social distancing but would not go to an event with 50-100 people, and if the UMRA event is primarily social, she would not attend. UMRA should strongly urge people not to attend if they have not been vaccinated.

Jan said it is clear that there are contingencies but they will need to reserve the venue if they want it in August. She said she would like the Board's permission to spend money to make a reservation but she does not know how much would be required. She knows that they would be required to pay for food and an additional $100 for extra staffing. Frank suggested that Jan find out what she needs to do, pick a date, and the Executive Committee could approve action at its next meeting (or by email if necessary).

7. UMRA Response to Campus Club

Frank reported that the Campus Club materials had been sent and that Ann Holt had advised that UMRA need not have representatives to attend the Club board meeting. She plans to bring all the responses they have received to a committee she will establish to make recommendations to the Club board. Frank was asked to serve on the committee and he agreed to do so.

Bill asked if there is any possibility the University will continue its subsidy. Frank said he knows only that the subsidy will go to the end of the current fiscal year. Ann reports that the Club is making a very strong case, and someone must pay for the 4th floor of Coffman Union (the location of the Club) and the funding needs to come from inside the University. Ann is optimistic, Frank said; he thinks the chances are 50/50.

8. Committee Reports

8a. Program: Jan reported earlier.

8b. Workshops: Ron was unable to attend the meeting.

8c. PDGR: John (Bantle) reported that they added two new committee members, one each from Duluth and Morris. John Adams has resigned and also suggested term limits.

The PDGR Committee discussed mentorship and allowing someone to apply for a larger grant if it included mentoring students.

The crowdfunding raised about $6,100, and that amount has not changed in some time, so they need to look elsewhere for funds. They thought about seeking support from corporations but decided against doing so without Board and University approval.

Frank said that he also received an email from John Adams about creating a committee on committees to help find committee members and considering term

limits; he will put them on the agenda for the Executive Committee and the Board in May.

As for going to the private sector for financial support, Frank said he worries about that and that UMRA certainly should not do so without the University's knowledge. Chip said the University would not let UMRA do so. Kris agreed that the University orchestrates fund-raising but pointed out that UMRA has friends in the University of Minnesota Foundation who could advise UMRA. Bill said he believed that UMRA should explore how to engage in fundraising and pointed out that UMRA is separate from the University; UMRA does not want to offend the University—but it has cut UMRA's funding for grants. Claudia observed that as long as "University of Minnesota" is in the name, UMRA will be seen as connected to the University. Bill responded that he would not want UMRA to mess around with the University's sources, but UMRA is separate and can do what it wishes; he agreed with Kris about seeking Foundation advice.

Jean asked whether the University is also no longer *administering* the PDGR grants, in addition to not funding them. John said the University did administer the grants this year and he has not heard that it will stop doing so. The PDGR Committee hopes to recover the institutional funding and does not want to go out fund-raising and upset the University. Jean responded that UMRA is indeed a separate organization—but if the University is administering the grants, then UMRA is part of the University. "Good luck with Target," she commented.

Jerry pointed out that *the Provost's office* pulled out of funding, not the Foundation. The latter relationship is still in place and it is a good approach to work with it to try to build funds.

Donna said that foundations have become much more focused in terms of what they will give money for; if UMRA asks for funding, it must be focused on who it asks. If a foundation focuses on seniors and retirees, UMRA would probably not be competing with the University. Jerry said he has asked the Foundation for a list of the names of such organizations and they found that UMRA doesn't qualify for their grants. Nonetheless the Foundation is the best answer for UMRA.

Frank said the question being asked is if UMRA can ask for general funds to support research or does it have to ask for funds for specific research. In his experience, foundations do not give money to disperse for research. He agreed that UMRA should consult with the Foundation and observed that if UMRA managed to generate a revenue stream, the chances of receiving money from the Provost in the future would be zero. So talk to the Provost about the long term, John asked? Absolutely, Frank said.

John said he would have a proposal for review at the next Board meeting. It's written; once the Committee reviews it, he will send it to Frank.

Kris commented that the crowdfunding campaign had a mixed response, but "you have to ask more than once." The annual meeting is coming; members could be asked to consider a gift to the PDGR funds. If members contributed, that would also provide ammunition for seeking more funds because UMRA could say that x% of its members are contributing.

There could also be a tie to JOIE, Jerry suggested, to help raise the image of research, especially if people who receive PDGR grants also write something for JOIE.

John suggested including a link to contribute to the PDGR fund in every newsletter.

Jan returned to the subject of mentorship and suggested a mentorship for editorship. Many young scholars and students have no idea how editorship works. Frank said that could be a suggestion to the new JOIE editor. Jan raises the issue of how to write articles for journals—the other side of the coin.

8d. Communications and Outreach: Jean reported that she is trying to set up a Committee meeting, likely to happen in mid-May. One main item on the agenda will be development of recommendations and policy on financial support to UMRA member volunteers (webmaster, editorships, Zoom managers). UMRA pays some expenses but typically volunteers are volunteers. She said she hopes to have a proposal for the May Board meeting.

8e. Social Activity and Travel: Cherie was unable to attend the meeting.

8f. Membership: John Anderson was unable to attend the meeting.

8g. BOR Liaison: Jerry said the Board of Regents will meet in May. He commented that he has been writing elaborate notes of the meetings but at the same time BRIEF is providing extended summaries, which may be enough. Frank suggested Jerry write telescoped reports and refer readers to BRIEF for more detail.

8h. URVC: Eric reported that there has been a change in the project manager, with Deanne Magnuson now in the position. Her role is to identify new volunteer projects, especially inside the University. They welcome suggestions for new projects, and if Board members have any, they should let him or Deanne know.

In terms of the question of mentorships, Jonathan Ravdin and Deanne Magnusson have put together a retired faculty mentorship program. Cathy initiated it and it is now coming to fruition. He thanked Cathy for her contribution.

The University's system-wide strategic plan calls for paying more attention to research for undergraduates. The mentorship program is in cooperation with the Office of Undergraduate Research (OUR). The problem has been that undergraduates can't identify faculty members with whom they could do research; this mentorship program provides an opportunity for retired faculty to help address this need.

John noted that this program is separate from PGDR but is complementary.

8i. Organizational Continuity: Chip said he simply wished to underscore the message about preparing documents. He has noticed that many documents do not conform to the policy on documents format. It is not a rigid policy but they want to be sure that every document has a date and context. The question one can ask is "would this document make sense if found on your desk years from now?"

Jerry reported that he, Chip, and Cathy are formatting policies on the web and a number of them are in different formats. The UMRA Secretary is to identify policy documents in meetings that are to be put in policy format. He encouraged Board members to look at the policies. Chip added that there are many documents that are not policy that they will look at later to decide if they are guidelines on how UMRA does things.

Gloria suggested including the fiscal year even if a document has a date.

Frank thanked everyone for participating and adjourned the meeting at noon.

-- Gary Engstrand

University of Minnesota
Professional Development Grants for Retirees
2021 Application Instructions for Funding in 2022

The Office of the Vice President for Research, Office of the Provost, and the University of Minnesota Retirees Association (UMRA) are pleased to announce a new cycle of Professional Development Grants for Retirees (PDGR). These grants support the pursuit of projects related to retirees' research, instructional, or other work history or new scholarly and/or creative interests that contribute to the educational, scholarly and academic reputation of the University. Applications may be submitted starting October 15, 2021. The deadline for application submission is December 31, 2021.

All faculty (professional and administrative) and civil service members from the Twin Cities, Duluth, Morris, Rochester and Crookston Campuses of the University who will be fully retired by the time of their award and who are eligible for University retiree benefits may apply. Projects that might be part of an applicant's ongoing, professional activities and proposals for developing new interests are encouraged. A list of previous awards is available for reference at our website.

UMRA members may apply for grants of any amount. However, awards will not usually exceed $3,000 unless a student mentee is part of the proposal in which case awards of $4,000 or more will be considered. It is expected that the work supported by a grant, even if part of a larger, multi-year undertaking, will be completed within one year's time. Under unusual circumstances, an award period may be extended with the approval of the Chair of the PDGR Committee. Recipients of grants from previous cycles may apply if they have submitted their project report, as required. Such applications must demonstrate significant progress to be funded.

It is preferred that applications be submitted electronically although paper applications received by December 31, 2021 will be accepted.

General Application Instructions

An application has 5 or 6 parts:

1) **Cover Page** that tells who is applying and what department she or he retired from,
2) **Project Description** of up to three pages telling what is planned,
3) **Budget** describing in some detail how much the project will cost,
4) **Resume or CV** describing the applicant's professional history,
5) **Letter(s) of Support** from the applicant's department documenting agreement to manage the grant funds and from any collaborators, and
6) **Section for sequential applicants** (not applicable for first time applicants).

Details

1) Cover Page heading "Application for a Professional Development Grant for Retirees" and listing:

a) Title of the project,
b) Applicant's name and University position at retirement,
c) Department and college or unit,
d) Date of retirement,
e) Date of submission,
f) Addresses: US mail and e-mail for applicant and e-mail for chairperson to be notified if application is funded,
g) Abstract of no more than 200 words, and
h) Total funds requested (per budget, see below).

2) Project description of three pages maximum including:
a) The work to be undertaken (if the project includes human subjects or animals, approval by the appropriate University committee (IRB or IACUC) will be required before funds are disbursed),
b) The expected outcome and significance of the project,
c) The resources and methods to be employed,
d) The project time line,
e) The relationship of the project to the applicant's professional activities before and/or after retirement, and
f) Publication and presentation plans.

3) Budget: one to two pages detailing and justifying expenditures to be covered by the grant and listing any other sources of project support whether from personal resources or other funding agencies (show total funds requested on cover page). Applicants should justify the budget. Awards will not usually exceed $3,000 unless a student mentee is part of the proposal in which case awards of $4,000 or more will be considered. The review committee may award smaller amounts than requested if deemed appropriate.

Eligible expenses include, but are not limited to, travel and per diem costs related to conference attendance and research trips; stipends for undergraduate and/or graduate research assistants (see below); purchase of books, computers, and software; photocopying; postage; and other relevant costs of scholarship.

Ineligible expenses include salary for the applicant and overhead charges by the department/unit/college.

4) Resume or CV of applicant that is no more than two pages.

5) Letter(s) of support:
a) from the applicant's home department or unit (chair/head/director or financial officer) agreeing to receive and dispense the grant funds, and
b) from any key collaborator.

6) Special section for sequential applicants (awardees in the last cycle):
a) describing the relationship of current application to previously funded project, and
b) progress on previous project.

Undergraduate Student Research Opportunities

Applicants are encouraged to employ student mentees in their projects. Although any undergraduate student may be included, students from the Undergraduate Research Scholarships (URS) program and the Undergraduate Research Opportunities Program (UROP) would receive a stipend from the University.

URS are awarded to freshmen honors applicants by the Admission's Office as an incentive to attend the University. The program provides funds for first and second year students to participate in research and creative projects with a faculty or staff mentor. UROP awards are available to all undergraduate students for the same purposes. Both programs provide stipends and limited research support for students. This would be in addition to the PDGR award. For more information, interested PDGR applicants should contact the URS and UROP Coordinator, Vicky Munro, at munro001@umn.edu or visit the Undergraduate Research website at https://ugresearch.umn.edu/opportunities/urs.

Applicants planning to include an undergraduate student in their proposal should state that intent in their project description along with an appropriate explanation. As noted above, inclusion of an undergraduate student mentee may allow a greater grant award.

Submission

The grant proposal should be submitted electronically by December 31, 2021 as a single pdf or doc file attached to an email with the subject line, "Professional Development Grant Application," to facgrant@umn.edu. Paper applications will be accepted if electronic submission is difficult. In this case, one copy should be received by the same deadline by OVPR-Research Advancement, University of Minnesota, 420 Johnston Hall, 101 Pleasant St. SE, Minneapolis, MN 55455.

The PDGR Committee appointed by UMRA will review applications and make recommendations regarding funding. In each case, committee members closest to the applicant's field will lead the discussion. Applicants are advised to present their proposals in language understandable by non-specialists. Awards will be announced in February 2022, commence on April 1, 2022, and end on June 30, 2023.

Within two months following the grant's end date, awardees must submit a final report that describes the activities conducted and achievements, including publications and presentations, realized under the terms of the grant. A listing of expenses incurred should also be provided. The final report should be sent to OVPR at facgrant@umn.edu. All publications or other project outcomes should acknowledge the support provided by OVPR, the Office of the Provost and UMRA.

Questions concerning eligibility or other issues should be directed to the PDGR Committee Chair, John Bantle at 612-385-3571 or bantl001@umn.edu.

Professional Development Grants for Retirees (PDGR)

We are still driven to discover.

History

In 2007, the UMRA Board appointed a committee to explore a program of financial assistance for retirees who wished to continue their professional work and research projects. With a commitment of $10,000 seed money from UMRA, the committee gained support from the University and the Graduate School in launching a pilot program. In 2008, the Office of the Vice President for Research (OVPR) and the University of Minnesota Retirees Association jointly announced a program of annual professional development grants intended to support faculty and civil service retirees wishing to pursue projects related to their research, instruction, or other work history and that contribute to the educational, scholarly and academic reputation of the University. One may review a list of grants that have been awarded since 2009 at Previous PDGR Awards. A summary of some of the things accomplished by these awards can be found at PDGR Impact Study.

Until recently, the University made an annual financial contribution to support the PDGR program. However, because of COVID-19 and University budget reductions made necessary by the pandemic, the University's financial contributions to the program have been suspended. We hope the suspension will be temporary but, because of this reduction in support, it is necessary to reduce the total to be awarded in 2022 to $30,000 which is less than in most previous years.

Next Year's Professional Development Grants for Retirees

The PDGR program is an annual competition. All University of Minnesota retirees from the Twin Cities, Duluth, Morris, Rochester and Crookston Campuses who are eligible for University retirement benefits and who will be fully retired by the time of their award may apply for grants of any amount. However, awards will not usually exceed $3,000 unless a student mentee is part of the proposal in which case awards of $4,000 or more will be considered. A PDGR Committee reviews applications and makes recommendations regarding funding. The competition for next year's awards opens on October 15, 2021. The deadline for applications is December 31, 2021. Approved proposals will announced in February, 2022. Grants will start on April 1, 2022 and extend to June 30 of the following year.

As the award structure suggests, PDGR applicants are encouraged to engage undergraduate students in their projects. This is a good way to contribute to the overall University mission. Moreover, developing faculty-student mentorship relationships is likely to be valuable for all concerned and may encourage the University to resume PDGR financial support. The University's Undergraduate Research Scholarships (URS) program for honor students selected during the admission process and its Undergraduate Research Opportunities Program (UROP) for all undergraduate students are good places for PDGR awardees to find students to mentor. In both programs, students can work with any University faculty member, can join an already established program or a new program and must complete 120 hours of research. Of note,

stipends for URS and UROP students are provided by the University. Details about these two programs can be found at https://ugresearch.umn.edu/opportunities/urs.

Allowed expenses in PDGR awards include travel and per diem costs related to research trips and conference attendance; stipends for undergraduate and/or graduate research assistants; the purchase of books, computers, and software; photocopying; and other relevant costs of scholarship. Ineligible expenses include salary for the applicant and institutional overhead charges.

Application Instructions

The [Application Instructions](#) provide information about funding requirements and how to apply. Applications may be submitted by email or as paper copies as explained in the instructions.

Supporting the PDGR Program

UMRA recently initiated an ambitious campaign with the goal of building a substantial reserve fund for our PDGR program. One can make a tax deductible contribution by credit card at [c-fund.us/s1n](#) or by check payable to the University of Minnesota Foundation (P.O. Box 860266, Minneapolis MN 55486-0266). Please note "UMRA Fund 4867" on your check. We encourage UMRA members who have not yet made a contribution to do so and, if members have already made a contribution or pledge, to consider adding to it.

If you are 70 ½ or older, you can also make a qualified charitable distribution for the PDGR program directly from your IRA to the U of M Foundation and avoid paying federal income tax (up to $100,000 per year). An additional option is to support the program with a future estate gift. For more information or if you have questions, please contact Lynn Praska, Senior Planned Giving Officer, U of M Foundation at 612-624-4158 or lpraska@umn.edu.

Questions about the Program

Anyone with questions or suggestions should contact [John Bantle, MD](#), Chair of the PDGR Committee.

To: UMRA Board of Directors

From: Jerry Rinehart, UMRA Liaison to the Board of Regents

Date: May 14, 2021

Re: April-May 2021 Board of Regents Meetings

The UM Brief, published on Wednesdays, typically provides an overview of key items covered at monthly Board of Regents meetings. The notes below are intended to provide an idea of some of these issues pertinent to UMRA based on viewing the Zoom meeting proceedings; more details are available on the Board of Regents' website as well as in the Brief summaries.

Special Meeting of the Board of Regents
April 28 2021

1. Update and welcome: the oath of office was administered by Judge Tracy Smith to the following Regents elected to the Board of Regents on March 15, 2021:
   - James Farnsworth
   - Douglas Huebsch
   - Ruth Johnson
   - Kodi Verhalen

2. Update on progress associated with *M Safe*, the President's Campus Safety Initiative. The following recommendations have been implemented:
   - Transitioning Department of Public Safety/UMPD oversight to the Senior Vice President for Finance and Operations.
   - Continuing regular meetings with the mayors of Minneapolis and St. Paul to keep communication lines open and to coordinate, as needed, on public safety issues.
   - Committing to purchase and distribute the Rave GuardianTM campus safety app to all students, faculty, and staff, which is now in the testing phase.
   - Committing to equip UMPD officers with body cameras, which is now in the procurement process.

3. Review and approval of contract for new basketball coach Ben Johnson, beginning March 31, 2021, and ending April 30, 2026. Base Salary: $1,950,000.00

Audit and Compliance Committee Meeting
May 13, 2021

- Announcement: Auditor Klatt will retire in fall 2021.

- Review of University's External Auditor Services (Paulson)

- Update provided by Office of Information Technology: Gulachek et al. on steps taken to address risks identified in the June 2020 Identity and Access Management (IAM) collaborative assessment ("right access for the right person at the right time").

    -Pandemic required OIT to shift to acquiring new technologies earlier than planned—front loaded overall costs.

    -Key challenges are unfilled positions in OIT

    -Discussion of status of policies on emeriti faculty access to tech resources and "deprovisioning" of services for former employees. This activity has slowed due to shifting priority to getting access to new employees.

- Update on University's Conflict of Interest (COI) Programs (Kumber et al). Review included both individual and institutional COI issues and oversight. COI Q and A:

    Regent Davenport inquired about access to outcomes of investigations. COI office uses a reporting system that involves some recording of info that is accessible to the public. Individuals involved are made aware of issues.

    Regent Sviggum: 1) what upfront efforts are made to help individuals avoid COI issues. Is the self-reporting system trustworthy? *Response:* Front end training is provided on purchasing conflicts. The U's approach is to manage the conflicts, not eliminate them (collaboration/partnerships can be creative and productive). One area that is annually renewed in physician payments from device/ pharmaceutical interests.

    2) Is there a "hotline" to report problems—yes through the U Reports system, or direct contact with the U's COI office.

Finance and Operations Committee
May 13, 2021

1. Review of Capital Improvement Budget (discussion and review) (Gabel, Frans Berthelsen)
   a. Background: Board of Regents policy directs the administration to develop a capital budget with a "six-year time horizon, updated annually." Two components: "Six-Year Capital Plan" and "Capital Plan Budget for Year 1"
   b. 2021 Capital focused on three areas: HEAPR, Undergraduate Chemistry Teaching Facility on UMTC campus (a five-story addition to Fraser Hall. UMD Science Building renewal. Special notice also given to 1) repurposing of Lind Hall on TC campus to accommodate needs of Science and Engineering); 2) planning for Morrill Hall's future configuration.

2. University Benefits: Cost and Competitiveness (Horstman)
   a. Today's focus on core elements: Medical, Retirement, Vacation/Holidays benefits (the highest dollar elements of overall employer costs)
      i. Health benefits: UM is considered 5% more efficient than the overall higher ed and public sector industry
      ii. Retirement Plans overview—3 plans
         1. Defined benefit—civil service and union represented (MSRS)
         2. Defined contribution faculty plan
         3. Defined contribution P&A plan
      iii. Vacations and holidays
   b. In general, UM core benefit package compares favorably in with MN large companies (21% higher employer-provided value)
   c. OHR will be tracking trends in post-pandemic era
   d. Q&A
      i. Powell: Issues to consider: Increasing longevity of participants (particularly for MSRS plan); Portability of benefits—MSRS can move if within participating employer; Childcare as potential benefit—Horstman added care-giving as an area of concern (paid leave etc.) Agrees these are areas of concern
      ii. Rosha –acknowledged the complexity of getting accurate sense of how UM stands in comparison to peers in terms of benefits packages. Hopes to see more time spent on this in the future.

3. FY 2021 Annual Operating Budget Update –Frans and Tonneson:
   a. Update on analysis related to FY 2021 revenues and expenditures compared to the COVID-19 Adjusted Budget (CAB)
      i. Tuition shortfalls are close to initial projections --$15.5M; biggest losses are in Auxiliaries and Athletics ($130M).
      ii. Solutions: Furloughs/Temporary Pay Reductions, Unit reserves, Central reserves, Federal Relief Funds, Loans
   b. Reviewed federal pandemic relief funds awarded to the University through the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), the

Coronavirus Response and Relief Supplemental Appropriations Act (CRSSA Act), and the American Rescue Plan (ARP).Key issues:

    i. Significant restrictions on how these funds can be used;

    ii. They are one-time funds;

    iii. They do not provide enough to cover the U's budget gap.

c. Q and A: Powell—has Retirement Incentives Option helped; *Response*: yes, but recurring savings will be most helpful in next budget year. RIO impact will vary greatly by unit.

Q: can we survey students to see how they will spend their funds? *Response*: The U can't do anything that suggest the it is trying to influence students' decisions on use of their funds

Q: Mayeron: some legislators are suggesting U needs less state funding because of federal funds being provided. *Response:* it is unfortunate that these people do not understand the restrictions on the funds nor that the size of the federal would not address the U's shortfalls.

Board of Regents Meeting
May 14, 2021

Selected Highlights (See upcoming Brief and/or Regents website for more detailed information)

1. Recognition of the distinguished service of Chris Cramer, outgoing Vice President for Research.

2. President's report:

- M Safe implementation progress. Social Worker added to UMPD; review of "mutual aid" policies; UMPD training processes;

- Reference to today's announcement by Gov. Walz regarding face masks—will be conferring with Board during the day.

- Admissions info: historical "melt" data not useful in today's environment. TC campus undergraduate admission confirmations are 16% up from last year at this; thus, we appear in good shape. Graduate/professional school applications for programs in health-related fields up 30% over last fall, and last fall had a significant increase over the previous year.

- New Senior Advisor on Native American issues has been appointed. Position will report directly to President Gabel.

3. Chair Powell's report

- Recognized Gabel's report on U Institutional History policy (regarding building naming, recognizing racism etc.)
- Recognition of Award and Scholarship Recipients, old and new Student Representatives to the Board, NCAA champion athletes

4. Discussion and approval of amendments to the Board of Regents Policy regarding American Indian Advisory Boards. As background, it was noted that President Gabel invited all of Minnesota's Tribal Leaders to attend her inauguration in 2019, and she made a commitment to improving relations with Minnesota's Tribal Nations in the MPact 2025 Systemwide Strategic Plan, which was approved by the Board of Regents in 2020. The administration also has begun the process of reestablishing advisory boards on four campuses, has held regular meetings with Tribal Leaders, and has initiated a process to address issues that have been raised by the Tribal Nations.

5. Discussion of UM Crookston's vision and strategy, focusing on its alignment with the MPact 2025 Systemwide Strategic Plan.

6. Committee Reports:

- Audit and Compliance: Rosha: No action items; see above for details
- Litigation Review: (McMillan) meeting closed to public
- Finance and Operations: McMillan: No action items. Reviewed and approved Consent Agenda

7. New Business: President Gabel – will get back to Board with recommendations for response to the new masking guidelines from Mn Dept of Health.

Final Comments from Chair Powell and President Gabel: They received news and expressed regret at passing of former Regent Eileen Her.

May 20, 2021

To: UMRA Board of Directors, Members of the Communications and Outreach Committee
From: Jean Kinsey, Chair of Communications and Outreach Committee

Re: Notes on May 20, 2021 meeting of the C&O Committee

1. At the request of President Frank Cerra, this committee discussed suggestions for an UMRA Policy regarding reimbursement for out-of-pocket expenses incurred by UMRA member volunteers. These suggestions are compiled in a separate document.

2. Cathy Geirke reported that 2 new members have expressed interest in helping with web work. Maureen Smith will be working with the URVC website. Michael Austin has asked for a "test" copy of the UMRA website so he can look for design opportunities and help with the 2022 conversion to Druple 9.

    Cathy and others identified activities that help drive traffic to the web site and help to deliver information to members and others.

    •UMRA E-news

    •UMRA FaceBook

    •*UMN Events (Jan pursuing this)

    •Monthly membership emails to new retirees

    •*In the Signature on official UMRA emails – a suggestion for all active UMRA members and committee chairs is to put the umra.umn.edu in their email signatures when doing UMRA business.

    *Encourage UMRA Liaisons and Representatives to other organization to include in their signatures a link to the umra.umn.edu

    •Forum invitations

    •*Emails to our listserv [UMRA Members]

    •Google/other Search is a big way people find us (although not a push communication)

    •UMRA stationary

    •*Brief

    •Brochures

    *Send notices about PDGR grants to colleges or departments about retirees from their area who get grants.

    •**Videos on Gold Mind

        From Will Craig: MAIN GOLD MIND PAGE VIEWS since 7/1/20: 7,857 views (5,491 unique views)

        UMRA FILTER PAGE: 271 views (192 unique views)

        Of the 25 videos, the top three most popular from UMRA

How Not to Sound Old (85 views)

Transforming the Culture of MPD (63 views)

Rethinking Age (53 views)

In comparison, the most popular video on Gold Mind as of now is Behind the Scenes at the Bell Museum, with 244 views.

* Indicates suggestions for addition ways to highlight access to the website. Cathy Gierke will help set up a template, or help individuals create a second signature in their email that can be used for official UMRA emails.

**Discussion on making our recorded videos (presentations) available more widely to the public. They would also push our name and organizational recognition.

The videos that are on Gold Mind have the permission of presenters to become public beyond UMRA members. Gold Mind is definitely publicly searchable. For example, if you go to Google, and search for "Minneapolis Megamurder" (including the quotes) you find umnalumni.org page for this video of ours.

3. **Question for consideration**: Do we want to change future videos to be searchable publicly with the permission of presenters? They would be on the widely available YouTube/Google search engines.

4. Interface of the Newsletter and the website.

Now, we have the eNews, Newsletter articles on the website (in brief along the righthand side of the home page) AND on separate pages linked to the eNews, and the PDF version of the printed Newsletter in color. There was considerable discussion about reformatting the versions on the website with a view to streamline the production work and/or a view to maximize the users' efficiency and access. It appears that the PDF Newsletter (also printed and mailed version) is the core of the news distributed on the website.

Kris Mortenson has explored the format of the *Brief* learning that without a printed copy they have a way to archive the *Brief* newsletter so it can be accessed and searched in the future. This led to a further discussion about how to present the UMRA News in a more efficient manner consistent with what the users need.

Kris M. sent reports the number of users of the zoom presentations, sponsors, and eNews. Cathy G. suggests we need to find someone with statistical skills to track the usage of various parts of the website.

We asked each member of the committee present how they access information about UMRA. This anecdotal evidence from the members of the committee suggests that there is a lot of use of the printed/PDF Newsletter. Also, PUSH emails about events, eNews, and email reminders about postings on Facebook play a major role in individual's access to UMRA News. It emphasizes the importance of keeping "UMRA" in front people's face and provide programming that entices them to look for more.

C&O Committee May 20, 2021

5. Cathy reported that having C&O committee members review various pages on the web and report any glitches to her is very useful and that we should keep on doing it.

6. Will Craig reported that there are 5 new articles in JOIE and that it is up and productive once again.

7. Suggestions about additional things we could do to further our outreach to the community:
   *We could make our news production its own web page.
   *We should work to get our news linked to other organization's newsletters or magazines i.e. UM Alumni news, newsletters of departments and colleges.
   *When there is PDRG grant, be sure the news gets to the grantee's department and college.

Note: The number of communication and outreach channels that UMRA has now compared to two years ago is commendable and remarkable. The trajectory is good!

C&O Committee May 20,2021

May 25, 2021
UMRA Annual Business Meeting Agenda
Zoom Meeting. 12 Noon

1. Greeting and agenda review
2. Review and approval of changes to UMRA Bylaws. Bill
3. Nomination Committee Report. Bill
4. Elections   Frank
5. President's Remarks   Frank
    a. Introduction to President Elect
    b. President's Remarks
6. Introduction of speaker. Frank
7. Speaker presentation
8. Adjourn

John Bantle   Thu, May 20, 8:56 PM (11 hours ago)

to me, John, Dick, Janice, Jonathan, Madelon, Dennis, Pieranna, Barbara

Frank,

The PDGR Committee met on May 20 to further discuss the direction of the PDGR program. There was a robust discussion about whether the program should continue to focus on providing professional development opportunities for retirees or, alternatively, shift the focus to promoting mentorship of University undergraduate students by program awardees. Although we agreed that we would like to do both, we also agreed that it might be difficult to do so. In the end, we decided we should augment the awards of applicants who included a student mentee by $1,000. Thus, we recommend that awards this year should not usually exceed $3,000 unless a student mentee is part of the proposal in which case the award should not usually exceed $4,000. We also recommend that the total amount to be awarded this year be $30,000 of the $47,787 we currently have available in our account. Attached are the proposed 2022 Program Announcement and Application Instructions which explain this and would be posted on the UMRA website if the Board approves them.

The Committee also discussed challenges for the program in the future. We were particularly concerned about promoting the program and securing future funding. As we had only one application last year, we recognize that more must be done to make recent retirees aware of and interested in the program. The Program Announcement should, of course, be posted on the UMRA website and promoted in UMRA newsletters. The Committee thought it should also be announced by all the Deans if we can arrange that.

As far as future funding goes, we thought it would be desirable if you, or someone at your direction, discuss with the Provost the possibility of eventually reestablishing University funding. Reestablishment of University funding was seen as the most effective way to keep the program viable.

Any ideas you or the Board might have about promoting the program or securing future funding would be welcome.

I can discuss these issues at Monday's Board meeting if you like but will be about 30 minutes late for the meeting.

John
--
John Bantle, MD
Department of Medicine
University of Minnesota
Minneapolis, MN 55455
Phone: 612-385-3571

May 20, 2021

To: UMRA Board of Directors

From: Jean Kinsey, Chair of Communications and Outreach Committee

Re: Policy Recommendations regarding reimbursement for out-of-pocket expenses incurred by UMRA member volunteers.

The Communications and Outreach Committee met May 20, 2021 and presents the following suggestions.

Suggested Policy regarding reimbursement of out-of-pocket expenses for UMRA member volunteers who are involved in UMRA Communications and Outreach.

UMRA should NOT pay for equipment that will stay with the volunteer (printers, computers etc.)

UMRA should NOT purchase any capital equipment that would move from one user to another.

UMRA should consider reimbursing volunteers for out-of-pocket expenses for items essential to the communications of UMRA i.e. postage, letterhead, paper, envelopes, printer ink, cards, professional printing of brochures etc.

> Reimbursement should be approved in an amount *not to exceed* $XXX** per year, per volunteer, and should be claimed by way of an annual invoice with receipts and an explanation of the need for the expense. In cases of extra expenses, more than one invoice per year may be accepted but the annual amount is not to exceed $XXX.**

> Volunteers eligible to receive reimbursement should be designated/approved for the position by the UMRA Board of Directors i.e. newsletter/journal editors, database managers, web masters.

UMRA Board of Directors may consider other requests, on a one-off basis, for other reimbursements based on the essential nature of the expense to the operation of UMRA.

** $500 was suggested but should be set with budget considerations.

UMRA
April 2021 FINANCIAL REPORT

	3/1/21	4/1/2021
Savings Account	$6,972	$6,972
Savings Certificate	10,243	10,243
Checking Account	5,618	5,018
Total Checking and Savings	$24,833	$22,233

REVENUE

Sponsorship-UMF	$0
Membership	$0
Total Revenue	$0

EXPENSES
    Newsletter

Editing and Production	$1,200
Printing & Mailing	461
Total Newsletter	$1,661

TOTAL EXPENSE	$1,661

GAIN/(LOSS)	($1,661)

- Checking balanced as of 5/1/2021
- More pages to the April newsletter added production, printing, mailing, and labor costs.

Greg Hestness, Treasurer

May 24, 2021

TO: UMRA Board of Directors
FROM: Jan Morlock, Program Committee Chair
SUBJECT: UMRA Summer, 2021; Request for Action

A Program Committee task force of Ron Matross, Cherie Hamilton, Barbara Shiels, Bill Donohue and Jan Morlock is working on programs for the summer months. We are planning one all-member program each month.

The status:
- Confirmed for **Tuesday, June 8, 9:00 a.m.** is speaker John Gordon, Executive Director of Minnesota ACLU on the topic of voter suppression. Format will be Zoom webinar, in the usual format for our virtual forums or UMRA A.M. Info and registration is at https://umra.umn.edu/news/2021-06-forum.
- **Tuesday, July 20, 4:30 to 6:00 p.m.** (NOTE meeting time), an interactive workshop and wine tasting with Andrew (Drew) Horton in Zoom meeting format. Participants will be able to be on screen and to mix in small groups while tasting the wines. Those who've registered will be sent a list of wines to purchase before the program. Drew is Enology Specialist with the Grape Breeding and Enology Project of the UMN Department of Horticultural Sciences. Our date with Drew was just confirmed, so if the registration link is not yet available, watch for an email invitation to all members about the UMRA Summer lineup.
- **Tuesday, August 17, 11:30 a.m. to 1:30 p.m.** will be an outdoor, in-person summer social and lunch. Please add this date to your calendar and plan to come! See below for further details and our request for action on this event.

These events will be promoted to members via the email list serve, the UMRA Facebook group, and the website. Thanks to Kris Mortensen, Virgil Larson, Cathy Lee Gierke, and John Anderson for supporting these events through the summer.

Summer Social
Date: Tuesday, August 17, 11:30 to 1:30 p.m.

Location: Como Lakeside Pavilion, 1360 Lexington Pkwy N, St Paul, MN 55103.

Program: Brief informal welcome from UMRA President; UMN/UMRA trivia game; lunch.

Covid considerations: We will invite UMRA members and their guests to register and attend if they are fully vaccinated. We will evaluate closer to the date what other precautions may be appropriate.

Venue and lunch catering: Lakeside Pavilion is outdoors, with a roof, overlooking Lake Como, with two adjacent large parking areas, free parking. We'll have a portion of the pavilion for our

exclusive use. Venue is managed by Dock and Paddle Restaurant/Lancer Catering, https://dockandpaddle.com/. Lunch will be plated, served at our tables. Rest rooms are available in the adjacent park building. Adult beverages will be available by order at the counter in the adjacent Dock and Paddle Restaurant.

Event registration: will be online from the UMRA website. We'll preselect a choice of menu items to make available for preorder by UMRA attendees.

Gross costs to UMRA: We will pay Dock and Paddle for food, nonalcoholic beverages, taxes, gratuity, plus a fixed $250 fee for staffing the outdoor facility. Lunch main menu items are $12 - $15 with most at higher end. With beverage, tax, and gratuity, say $24.00 per attendee. At 80 attendees, costs for food and venue would be $2,170. There may be incidental costs for name tags and table decoration.

Costs to attendees: We suggest charging members a flat price per attendee, to be paid with registration. At $20/attendee, this would leave a balance of food and venue costs to UMRA.

Estimated UMRA subsidy: at 80 attendees, would be 80 x $4 food subsidy, plus $250 venue charge, for $570--say $600. The final UMRA subsidy will depend on the number of attendees.

Request for action
We are requesting board action to go forward with the summer social, and commitment of an estimated $600 in (net) UMRA funds to support the event. On Monday, May 17, the Executive Committee voted to support the recommendation as presented.

University of Minnesota Retirees Association (UMRA)

DATE: May 24, 2021

TO: UMRA Board of Directors

FROM: Eric Hockert, Board Chair (URVC) and UMRA Board Member

RE: Monthly Report to UMRA Board

University Retirees Volunteer Center (URVC)

1. University organizational connection
   a. URVC's contact to the University (U Relations) retired (Bobby Wangaard). Financial matters will be directed to Patty Bailey and other interim items to Matt Kramer (VP U Relations) until, and if, a new contact person is identified.
2. Funding
   a. Allocation from U Relations for FY22 is steady at $4,000.
   b. Continuing efforts to establish additional funding sources (e.g. UMN Foundation Bob Burgett) are underway (Al Levitan and Lucy Levitan).
3. UMRA connections
   a. URVC Communications Committee (Deanne Magnusson, Chair) plans to work with UMRA Communications (Jean Kinsey) on areas of common interest and cooperation.
4. URVC Board
   a. Nominating committee (John Anderson, Jan Morlock, Lucy Levitan) recommended four candidates for the URVC Board
       i. Jerry Rinehart
      ii. Bev Moe
     iii. Ron Matross (incoming UMRA representative)
      iv. David Hunter (MD, Radiology, active volunteer)
      To replace these four members –
       v. Randi Lundell
      vi. Lucy Levitan
     vii. Al Levitan
    viii. Jan Morlock (UMRA representative)

John Anderson will contact them for follow-up and I will work to bring them on-board to URVC.

    b. However, two positions remain open -
        i. Chair
        ii. Vice-Chair

5. Metrics
    a. 12-month comparison shows a decline of 28% in volunteer hours (7,133 for May 2019-April 2020 compared to 5,107 for May 2020-April 2021). However, volunteer hours increased 336% (723 hours in April 2021 compared to 215 hours in April 2020) and number of volunteers increased 244% (61 volunteers compared to 25 volunteers) for this month to month comparison.

6. Operations
    a. By-Laws committee is reviewing 30 year old processes to bring them into the 21st century and to assure alignment between the By-Laws and the URVC Handbook.
    b. Membership committee was created to review criteria. URVC currently includes an unknown but large proportion of non-U people for legacy reasons. Committee to provide proposal for the membership criteria to remain unchanged or to modify. We mainly want to make an active rather than passive decision on membership criteria.

7. Volunteer Projects
    a. Undergraduate mentoring program – 4 retired faculty members have volunteered to mentor URS students (Undergraduate Research Scholarship) through OUR (Office of Undergraduate Research).
    b. Mandela Washington Fellowship Program for Young African Leaders (CEHD and Humphrey School) – Recruiting 25 virtual coaches for Virtual Leadership Institute. Jan Morlock also posted on the UMRA Facebook site. Further details are included below.
    c. Reminder to UMRA Board that URVC welcomes suggestions for new UMN volunteer projects. Send ideas and contact information to Deanne Magnusson (magnu002@umn.edu).

UMN presents a Virtual Institute for

Mandela Washington Fellowship Young African Leaders:

Volunteer Project Coaches Needed

The Mandela Washington Fellowship for Young African Leaders is the flagship program of the U.S. State Department's Young African Leaders Initiative (YALI). Established in 2014, the Mandela Washington Fellowship has brought nearly 4,400 young leaders from every country in Sub-Saharan Africa to the United States for academic and leadership training. The Fellows, between the ages of 25 and 35, are accomplished innovators and leaders in their communities and countries.

This summer, the Mandela Washington Fellowship will provide the opportunity for 700 outstanding young leaders from Sub-Saharan Africa to hone their skills at a selected U.S. college or university. Due to the current global pandemic the program will be offered virtually during summer 2021.

The UMN College of Education and Human Development, in collaboration with the Humphrey School of Public Administration, is providing a virtual Leadership Institute for up to twenty-five MW Fellows as a component of the 2021 Fellowship Program. These Mandela Fellows are representatives of diverse professions such as agriculture, health/medicine, government, education, community development, journalism, natural resources, nutrition, management.

(For more information about the Mandela Washington Fellowship Program, visit their website at: **https://www.mandelawashingtonfellowship.org/**)

Details of volunteer duties: As part of their pre-Fellowship preparation, Fellows will complete a project workshop to identify a project focus for implementation in their country or local community. During the Virtual Leadership Institute conducted by University of Minnesota faculty, Fellows will independently work through a curriculum which will include mini courses, and coaching for development of a country/community-based project.

Volunteer "coaches," with expertise relevant to Fellows' backgrounds, are needed to provide support for individual project development. Fellows and coaches will meet in three (3) 1-hour, one on one, virtual, Project Focus coaching sessions in July.

Dates, times: The Institute has designated time slots from 10 a.m. - 12 p.m., for the three one-hour individual project development coaching sessions in July, but coaches and Fellows may negotiate times that are otherwise mutually convenient.

Volunteer eligibility and training requirements: Volunteers must complete a survey to determine if volunteer experiences match Fellow interests. All matches will be made by Fellowship coordinators. Volunteers must be able to meet online for all three (3) one-hour virtual coaching sessions with Fellows.

Volunteer compensation: A small honorarium will be provided to coaches (final amount pending sponsor approval).

Information required to register: A mentor survey will be used to match coaches and Fellows. Please complete the survey at the link below by May 21. Matches will be made in early June.

Link to online Virtual Coaching Interest Survey:

   https://docs.google.com/forms/d/e/1FAIpQLSesv8Bd1WxlYPdqp5IWIa9m90YaT58YRlathLwu0TfioYS_7w/viewform

Deadline for volunteer application: May 26, 2021

Please, register directly using the link above.

*Then notify the URVC at **URVC@UMN.EDU** of your interest.*